

LSTA  
CFDA # 45.310  
Project IIIA Career Education Services  
Appropriations enacted by P.L. 108-447

#LS-00-05-0041-05  
South Carolina State Library  
P.O. Box 11469  
Columbia, SC 29211

LSTA SUB-GRANT PROJECT APPLICATION – PART I  
CAREER EDUCATION SERVICES: TUITION ASSISTANCE  
*Federal Fiscal Year (FFY) 2005 Program Funds*  
(P.L. 108-81, As Amended)

*Please return one (1) original and two (2) copies of this application to the:*

*South Carolina State Library  
ATTN: Deborah Hotchkiss, Continuing Education Coordinator  
P.O. Box 11469  
Columbia, SC 29211*

FOR USE BY SC STATE LIBRARY

LSTA Sub-Grant #: _____	CFDA # 45.310	
FFY Program Funds: _____	Funding Category: IIIA – Career Education	
<input type="checkbox"/> Technology	<input type="checkbox"/> Lifelong Learning	<input type="checkbox"/> Special Populations

**Relationship to the State Library's 5-Year Plan:** *Goal I – Enhance the informational services environment of South Carolinians by improving access to library resources and materials through the superior guidance and training of professional librarians and support staff.*

Under the Library Services and Technology Act legislation, there are a number of purposes defined for which LSTA funds can be used. **LSTA Purpose # 1** is applicable for CE Sub-Grant Awards: *Expanding services for learning and access to information and educational resources in a variety of formats, in all types of libraries, for individuals of all ages.*

**Target audience for grant:** \_\_\_\_\_ *(Provide a number and description of the target population likely to experience a direct benefit/improvement in the level and quality of library service as a result of the LSTA funded coursework. For example, if the coursework involves library services to pre-school children, enter the number under 6 years of age that may potentially benefit. Also describe the current need for the services or expertise that is expected as a result of the staff member's participation.)*

- I. The Board of the \_\_\_\_\_ Library, in order to improve library service through the academic training of library personnel, submits this application for a Library Services and Technology Act grant of \$ \_\_\_\_\_.
- II. The Board proposes to use the funds in accordance with the project described in the application. The Board agrees that the amount of local funds budgeted for library service will not be reduced due to receipt of grant funds.
- III. Participants may be required to submit an article, newspaper interview, or make formal or informal presentations at South Carolina State Library sponsored workshops and events.

Applicant Signature (Library Director or Board Chair): \_\_\_\_\_

Date: \_\_\_\_\_

SOUTH CAROLINA STATE LIBRARY  
LSTA SUB-GRANT PROJECT APPLICATION CAREER EDUCATION SERVICES  
PART II  
TUITION ASSISTANCE CONTRACT  
Federal Fiscal Year (FFY) 2005 Program Funds  
(P.L. 108-81, As Amended)

**THIS CONTRACT PAGE MUST BE COMPLETED BY THE LIBRARY DIRECTOR**

*Please complete a separate page for each participant. Library directors applying for tuition assistance grants should consult with their library board chair.*

This grant will be awarded by the Board to \_\_\_\_\_, who began full-time employment on \_\_\_\_\_, and currently holds the position of \_\_\_\_\_ and works \_\_\_\_\_ hours per week.

1. Describe the current position and responsibilities of the above named participant.
  
  
  
  
  
  
  
  
  
  
2. Describe how the coursework that is to be funded by the LSTA grant will improve the level of services provided by the library to its clientele. (Please be specific and include a description of the target group and their need for the services or expertise that is expected to result.)

The Library Director's signature below certifies that the participant is pursuing an MLS degree in an ALA-approved graduate program.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*\*Attach additional sheets as needed.*

SOUTH CAROLINA STATE LIBRARY  
LSTA SUB-GRANT PROJECT APPLICATION CAREER EDUCATION SERVICES  
PART III -- TUITION ASSISTANCE CONTRACT  
Federal Fiscal Year (FFY) 2005 Program Funds  
(P.L. 108-81, As Amended)

**THIS CONTRACT PAGE MUST BE COMPLETED BY THE PARTICIPANT**

*Please complete a separate page for each course for which tuition assistance is requested.*

**Title and number of course:**

\_\_\_\_\_

Academic term and date(s): \_\_\_\_\_

Academic institution: \_\_\_\_\_ Credit hours: \_\_\_\_\_

**Participant Name (Please Print):**

\_\_\_\_\_

**Proposed Budget:**

	Grant Funds	State Funds	Local Matching Funds	Total Expenses
Tuition:				
Class Materials/Fees:				
Other*:				
TOTAL:				

*\*Attach explanation. Include only expenses in grants categories that are applicable. See Section IV of CE grant guidelines. Grant funds may be no more than 66% of the total cost of all expenses. Cash support is the preferred match.*

**NOTE: Include a copy of the institution's course description.**

\_\_\_\_\_ I have been fully accepted into an ALA-approved graduate program at \_\_\_\_\_.

\_\_\_\_\_ I have completed \_\_\_\_\_ credit hours toward my graduate degree.  
(A copy of graduate transcripts must accompany first-time requests for tuition assistance. Participant must have successfully completed at least nine (9) hours of coursework in library and information science.)

\_\_\_\_\_ My current GPA is \_\_\_\_\_.

Describe your expectation as to how this course will improve your current level of service to the library and its clientele. (Please be specific and include a description of the target group and their need for the services or expertise that is expected to result.)

**Participant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_